FINANCIAL DEPARTMENT.

Subject.—Issuing instructions in the matter of crediting to Village Panchayets the Mohatarfa tax levied and collected by the Revenue Department.

COMPTROLLER'S OFFICE, BANGALORE.

Circular No. L.4.D. 84-411-13, dated 20th January 1927

To—The Deputy Commissioner of Districts
and all Treasury Officers of Districts and Taluks.

In pursuance of Government Order No. L. 2500-14-L. B. 26-26-40 of the 5th October 1926, stating that the Village Panchayets will come into force from the 1st February 1927, in accordance with the provisions of the Mysore Panchayet Regulation, V of 1926, and directing that the Mohatarfa taxes shall, till the Panchayets concerned actually levy the taxes, continue to be levied from the 1st February 1927 by Jamabandi Officers in Government Villages and in Inam Villages in which the right to levy Mohatarfa has been reserved to Government at the time of settlement and that the taxes so collected by the Revenue Department be credited to the Village Panchayets concerned instead of to District Funds to which head the tax was hitherto being credited and desiring this office to issue needful instructions in the matter, the undersigned has the honor to state that the Mohatarfa levied in a district was hitherto being transferred at the end of each month, in its entirety to District Funds and that there was no difficulty felt either by the treasury or by the President of the Board to incorporate the figure in the accounts of the Board.

2. The Mohatarfa tax levied from 1st February 1927, within the precincts of a Village Panchayet has, according to the above order, to be credited correctly to the Panchayets concerned in the Panchayets Accounts. To give effect to the above, the following procedure shall be followed from 1st February next:—

3. The Mohatarfa tax shall, as hitherto, continue to be levied by the Jamabandi Officers and the collections made by each Shanbhog and Patel shall continue to be included in the irsalpatti which shall be presented to the treasury along with the amount specified therein. The treasury shall enter in the Treasury Land Revenue Sub-Register, the figures under the several detailed heads as shown in the irsalpatti. The procedure required to be followed in the case of collections made by the Shanbhog and Patels of Village, of remittances of the same to the treasury concerned, *viz.*, of presenting the irsalpatti in the first instance to the Revenue Branch of the Amildar of the taluk, or check and attestation of the irsal with the Jav book or khirdi of the Shanbhog shall be followed in the case of Mohatarfa tax. The Local Fund Clerk attending to the work and correspondence of the Village Panchayets in the Taluk Office will take a note of the amounts realised in a subsidiary register in the form hereto attached (Form 1) and initial the chalan against the entry concerned in token of his having taken note of the collection. The irsalpatti will, after attestation of the Revenue and Local Fund Branch Clerks, be presented by the Patel or Shanbhog to the treasury. The Treasury Officer will not accept the irsal containing amounts realised on account of Mohatarfa unless it bears also the initials of the Local Fund Clerk in addition to the initials of the clerks of the Revenue Department as usual.

4. Under Section 55 (3) of the Village Panchayet Regulation, V of 1926, and under Rule 3 of the rules published in the *Mysore Gazette* dated 15th January 1927, with Notification No. L. 4346—L. B. 26-26-127, dated the 6th January 1927, the Panchayet Fund shall be lodged in the Government Savings Bank, or in a Co-operative Society or other place approved by the Deputy Commissioner. The Treasury Account Branch will transfer the total of the Mohatarfa tax as shown in the Land Revenue Subsidiary Register to a new head "9 (v)—Mohatarfa tax levied in Villages" immediately below "9—District Funds" which head may be opened after "Village Funds."

The Local Fund Clerk will, at the end of each month, classify by Panchayets the figures taken by him in his Subsidiary Register and enter them in a register in the form hereto attached (Form 2) the total for the month should then be worked out and agreed with the Subsidiary Register.

5. The Amildar will draw from the treasury the amounts due to each Village Panchayet as arrived at in the Subsidiary Register, on a bill in the form annexed hereto (Form 3) without delay in the month following that in which the amounts were credited and arrange to credit the same to the funds of the Village Panchayets concerned wherever they are permitted to be lodged. The amounts so drawn and paid shall be entered in the Subsidiary Register and noted against the receipt entries in the Abstract Register maintained by the Local Fund Clerk. At the close of the month all the columns in the Abstract Register shall be totalled and the grand total arrived at. This register shall then be presented at the treasury for verification with the treasury sub-register and attestation by the Treasury Officer.

In cases in which the Village Panchayets have deposited their funds in the Government Savings Bank, the Amildar will send a chalan in the form prescribed for the Government Savings Bank Deposits along with the bill and present the same at the treasury with the Savings Bank Pass Book for transfer credit to Savings Bank Accounts of the Village Panchayets concerned and arrange for the credit being incorporated in the accounts of the Panchayets concerned.

6. The treasury will open a Subsidiary register in the form prescribed for District Funds showing only the dates, particulars of receipts and amounts on one side and dates, particulars of payments and amounts on the other and at the end of the month append an abstract showing the opening balance, receipts, payments and closing balance relating to this new fund. On the receipt side, only the total amount for the month adjusted from the Land Revenue Subsidiary Register at the end of the month will appear in this register. The original of the Treasury Subsidiary Register with the total receipts and payments agreed with the monthly cash accounts will be forwarded to the District Treasury with a separate plus and minus memo duly attached thereto.

7. The figures in the register presented by the Local Fund Clerk shall be agreed with those in the Subsidiary Register and a certificate of agreement recorded in the former register. If any discrepancies are noticed during the course of verfiication they should be immediately traced and rectified. Discrepancies affecting the treasury account should be rectified by making fresh receipt or payment entries in the treasury sub-registers and not by merely correcting the opening and closing balances.

8. The District Treasury will prepare an abstract on a facing sheet by taluks and then total up the receipts and payments for the district which after agreement with the monthly cash accounts should be forwarded to the Comptroller with the monthly cash accounts. The plus and minus memos received from taluks will also be similarly consolidated separately and forwarded to the Comptroller's Office like the above. There should be a complete agreement between the figures shown in the cash account and those in the Subsidiary Registers and plus and minus memos. It should be strictly understood that no correction should be made by the District Treasury in the Taluk Treasury Subsidiary Registers except by the Taluk Treasury itself.

9. In the procedure laid down above, the Amildar is to see that the transactions connected with the allocation of the Mohatarfa tax is done on a fixed date or dates in each month.

10. As under the new Panchayet Regulation and the Rules published thereunder, the Village Panchayets are not allowed any accounts with the treasury except as a deposit in the Government Savings Banks. No Panchayets should be allowed with effect from 1st February 1927, to operate under the present head "Village Funds." The amounts outstanding under this head should be arranged to be drawn at a very early date for being deposited in favour of the Panchayets concerned in places where their funds are allowed to be lodged under the new rules.

11. At the end of each year the balance outstanding against each Panchayet should be extracted and sent to the Comptroller on or before the 31st of July through the treasury which before forwarding will certify to the agreement of the balances in the Abstract Register with the Treasury Subsidiary Register.

S. SHAMANNA,
Comptroller.

FORM 1.

Subsidiary Register of Mobatarfa tax collected by the Revenue Department and creditable to Village Panchayets to be maintained by the Local Fund Clerk of the .....Taluk.

Date	Name of Village Panchayet	Name of Village Panchayets showing the amounts credited and paid from the treasury to the Village Panchayet	Amount		Remarks
			Received	Paid	
1	2	3	4	5	6

N.B.—Columns 4 and 5 to be totalled at the end of the month and signed by the Amildar.

FORM 2.

Classified Abstract of Mohatarfa tax Transactions of Village Panchayets.

Serial No.	Names of Village Panchayet	July 192				August 192		
		Opening Balance	Receipts	Payments	Closing Balance	Receipts	Payments	Closing Balance
1	2	3	4	5	6	7	8	9

And so on for the remaining ten months	Total for the year			
	Opening Balance	Receipts	Payments	Closing Balance
10 to 39	40	41	42	43

N.B.—The name of each Panchayet should be entered with some space between two names. Each entry of receipt should be checked by the Inspector of Village Panchayets and initialled by him; while each entry of payment should be initialled by the Amildar at the time of signing the bills. At the end of each month, totals should be made and signed by the Amildar before being sent to the treasury for verification.

FORM 3—(BILL FORM).

Rs.....

To amount of Rupees (in words)..... ..... being the Mohatarfa collections made by the Revenue Department on the dates mentioned below creditable to..... ..... Village Panchayet.

Dates . ... Amounts.

Total ... _____

Station..... ... ...
Date.. ....

Amildar

Certified that the details of collection shown above agrees with the Treasury Account.

Treasury Officer

Circular No. 82—W. A. D. Mis., dated 25th January 1927.

Subject—Instructions for drawing the amounts allotted to Village Panchayets.

To—All the Deputy Commissioners, Revenue Department and Treasury Department.

Sir,

With reference to Government Order No. 3305-13—L. B. 51-26-14 dated 18th November 1926, placing the amount of grant-in-aid for the Village Panchayets for distribution, I have the honour to issue the following instructions for drawing the amounts allotted:—

2. The Deputy Commissioners will sanction the grant payable to each Village Panchayet and send a copy of the order to the Amildar or Deputy Amildar concerned and a copy to this office. The order will clearly show the balance available for distribution out of the total grant at the Deputy Commissioner's disposal. The Amildar or Deputy Amildar will obtain a bill from the Chairman of the Panchayet concerned. The bill, after counter-signature, by the Amildar will be presented at the Taluk Treasury together with a copy of the Deputy Commissioner's order or quoting therein the number and date of the Deputy Commissioner's order in which the grant is sanctioned.

3. If the Panchayet concerned has deposited its funds in Government Savings Bank the amounts of the bills may be arranged to be credited by transfer adjustment by presenting with it Savings Bank Pass Book.

4. The bills so cashed should be charged in the List of Payments.

S. SHAMANNA,
Comptroller.